



DECEMBER 2018

CITY MANAGER'S REPORT

WWW.GALVESTONTX.GOV/CITYMANAGERSREPORT

A MESSAGE FROM OUR CITY MANAGER



November was a busy month for the City of Galveston. We've made important progress on numerous projects and continued serving our residents in a variety of ways.

In the last month, we completed the design work for the 45th Street reconstruction project – an important improvement for one of the island's main thoroughfares. Construction on the 45th Street project will begin in the New Year. Also in November, we started construction on a sanitary sewer project in the Sunny Beach subdivision, which will serve many West End residents.

City staff also showed their willingness to come to the aid of communities in need. As roaring wildfires spread across southern California, six Galveston firefighters traveled to the Golden State to assist in battling the blaze. The firefighters were there for more than a week, but safely returned just in time for Thanksgiving.

Speaking of holidays, you might have noticed a few of the

many decorations city staff placed around the island, including the tree on Broadway and 25th and the wreaths on the Causeway Bridge. We also had an opportunity to come together as a team on Dec. 5 for our annual holiday employee appreciation luncheon.

In recent weeks, we began final preparations for the demolition of the long-vacated municipal incinerator on Lennox Avenue. City administrations for decades have discussed removing this blighted structure. We're moving forward and anticipate demolition to be completed by this spring.

As 2018 comes to a close, I want to personally thank every employee for their hard-work and dedication, and to thank the residents who make Galveston such a wonderful place to live and work.

I wish all a happy and bright holiday season.

*Sincerely,
Brian Maxwell, City Manager*

TABLE OF CONTENTS



04	<u>CITY MARSHAL</u>
05	<u>CONSTRUCTION</u>
06	<u>DEVELOPMENT SERVICES</u>
07	<u>ENGINEERING</u>
09	<u>FACILITIES</u>
10	<u>FINANCE</u>
14	<u>FIRE DEPARTMENT/EMS</u>
15	<u>FLEET FACILITIES</u>
16	<u>GRANTS AND HOUSING</u>
18	<u>HUMAN RESOURCES</u>
19	<u>INFORMATION TECHNOLOGY</u>
21	<u>ISLAND TRANSIT</u>
22	<u>PARKS AND RECREATION</u>
25	<u>PLANNING AND DEVELOPMENT</u>
27	<u>POLICE DEPARTMENT</u>
28	<u>PUBLIC INFORMATION OFFICE</u>
30	<u>PUBLIC WORKS</u>
32	<u>SCHOLES AIRPORT</u>

CITY MARSHAL



LAST MONTH'S ACCOMPLISHMENTS

- 8 Public Nuisances were abated.
- 69 Court cases heard in Municipal Court
- 7 Housing Abatement cases heard
- 158 Complaints received
- 51 Complaint based cases
- 157 Self-initiated cases
- 315 Total investigations



UPCOMING PROJECTS

There are no upcoming projects at this time.



VIEW REPORTS

[Click here to view reports](#)

CONSTRUCTION



LAST MONTH'S ACCOMPLISHMENTS

- Market St. from 19th St. to 25th St. – waiting for streetlight installation
- 59th Street Pump Station – 98% complete
- Sealy Ave. – 25th St. to 33rd St. – 85% complete
- 59th St Ground Storage Tanks Rehabilitation – 95% complete
- Public Works/Utilities Facility – 30% complete
- Fire Station #1 – 40% complete
- Demolition of the 1920 tank and construction of the parking lot at 30th Street – 65% complete
- Repair of the Airport Wastewater Treatment Plant – 10% complete
- Market Street Improvements – 25th St. to 33rd St. – 20% complete
- Harborside Drive Improvements – 5% complete
- 7.5 million gallon (MG) water ground storage tank (GST) at 59th Street – 0% complete
- Renovation of the historic 30th Street Water & Electric Light Station – 0% complete



UPCOMING PROJECTS

- Advertising for the repaving of 25th Street from Broadway to Seawall
- Advertising for 27th Street Streetscape Improvements Phase 2
- Awarding for the reconstruction of 45th Street from Broadway to Seawall
- Starting the completion of the Crockett Park Little League Fields
- Starting the demolition of the old municipal incinerator
- Starting construction of the Sunny Beach/8 Mile Road Sanitary Sewer Project
- Starting the replacement of the downtown gas lamps
- Starting construction on the replacement of the Strand Brick Pavers at the intersections from 21st Street to 24th Street



DEVELOPMENT SERVICES



LAST MONTH'S ACCOMPLISHMENTS

- Highlight – Permit Report from the Building Division. See attached.
- Highlight – Soft Start digital plan review.



UPCOMING PROJECTS

- Highlight – Permit Report from the Building Division



VIEW REPORTS

[Click here to view reports](#)



ENGINEERING



LAST MONTH'S ACCOMPLISHMENTS

- Non-Revenue Water Management RFP
- Hydrant Flow Test System Capacity Modeling and Sanitary Sewer Capacity Modeling for Multiple Developments
- Airport Pump Station Improvements and 5 MG Storage Tank – 50% design submittal has been received and reviewed
- 25th and 45th Street Broadway to Seawall Road Reconstruction 100% Design
- 35th St. Improvement Project – the 30% plans submittal has been reviewed
- 27th St. Phase III - continued working on the design and nearing completion
- 73rd St. Improvement Project – new scope (improvements have been extended along Ave. N½) 30% submittal has been reviewed
- Laffite's Cove Water Loop – 95% design submittal has been reviewed
- 37th St. Reconstruction – continued working on gathering field information and design
- Permits, Construction Inspections, Surveys & Field GIS:
- MSDs, Residential and commercial Permits, Subdivision design plans, ROW Utility Permits, ROW sidewalk, ramps and culvert/driveway permits, handicapped parking permits, TLTUs.
- Robotic Surveys, GIS Maps, As-Built Drawings & Field GIS GPS data collection with Trimble R10 for infrastructure,
- Construction Inspections for ROW permits and residential/commercial permits.
- Coordination of test for construction materials
- Grant engineering follow up with TDEM and FEMA support for 7 Pump Stations 14th to 33rd Seawall to Ship Channel Drainage Watersheds, 103rd Drainage/Road Improvements



ENGINEERING



UPCOMING PROJECTS

- Valve Exercise RFP
- Seawolf Wastewater Treatment Plant 95% Design
- Lift Station upgrades design initiation
- 10 Mile Road Elevated Storage Tank Preliminary Engineering Report
- Assisting TXDOT with Design and Utility Coordination for 18 Miles of Drainage System from end of Seawall Blvd to West Galveston San Luis Pass Bridge
- Teichman Road Waterline Design Contract Execution. Staff Report in December 13th City Council Meeting
- 90% Design for WWTP Digester Dewatering/Cleaning and pre-Design meeting for Digester Improvements
- 73rd St. Improvement Project – 60% design submittal expected during this period
- 27th St. Improvement Project (Phase III) – completion of design expected during this period
- 49th St. Improvement Project (Ave. P to Ave. S $\frac{1}{2}$)– completion of design and advertisement for bids expected during this period

FACILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Installed Christmas wreaths on the Causeway monument signs (Galveston side only)
- Replaced the HVAC evaporators at the Public Works Traffic Shop
- Received and completed 291 work orders



UPCOMING PROJECTS

- McGuire-Dent Painting Project is underway
- Repairs for the window seals at the Trolley Barn will begin
- Roofing repairs at the Public Works Sanitation Facility



FINANCE

BUDGET



LAST MONTH'S ACCOMPLISHMENTS

- Worked on the 2nd Budget Amendment for FY2018.
- Begin work on the 4th Quarter Budget Report for FY2018.
- Worked toward submission of Adopted Budget FY2019 for the Distinguished Budget Presentation Award.



UPCOMING PROJECTS

- Begin work on the 2020-2025 Long Range Financial Forecast.
- Preparatory work for FY2019 1st Quarter Budget Report.

PURCHASING



LAST MONTH'S ACCOMPLISHMENTS

- Opened proposals for the Completion of Crockett Park, 45th Street Improvements, 83rd Street Reconstruction.
- Opened bids for Fleet Vehicles and Traffic Signal Repairs.
- Prepare and advertise solicitations for Demolition Services, Scholes Airport Maintenance Shop Roof Repair, Repairs to the Trolley Fuel Delivery System, and Water Loss Mitigation Plan.



UPCOMING PROJECTS

- RFP Openings for Repairs, McGuire Dent Gymnasium Flooring Replacement and Disaster Recovery Base Camps.
- Prepare and advertise solicitations for Airport Control Tower Roof and Lead Abatement for Grants & Housing Department.
- Training for Purchasing Card Liaisons.

Purchasing and Support Services Supporting Data:

PURCHASING DATA	November 2018	November 2017	FY 19 YTD	FY 18 Totals
# of Bids/RFPs Prepared/Advertised	4	3	13	65
# of Bids/RFPs Opened	6	3	10	64
# of Bids/RFPs Awarded by City Council October 2018	2	3	8	53
# of Requisitions Processed to POs	136	136	558	1912
# of Work Orders Completed by Support Services	11	23	21	182

CUSTOMER SERVICE



LAST MONTH'S ACCOMPLISHMENTS

Performance Measures	FY 2017	FY 2018	Oct-18	Nov-18	FY 2019
Meters re-read manually	300	782	606	591	591
Adjustments	3,432	3,987	225	164	389
Water Bills Mailed Out	261,802	260,602	21,415	21,304	42,719
Outstanding "water concern" emails received	572	440	32	27	59
Outstanding "water concern" emails completed	545	478	3	37	40
Service Orders	20,203	18,949	2,349	1,573	3,922



UPCOMING PROJECTS

- Testing for redesign of customer water bill
- Review of City ordinance for revision to Water Service Division
- Drafting policy and procedure manual for Utility Billing and Customer Service

ACCOUNTING



LAST MONTH'S ACCOMPLISHMENTS

Performance Measures	FY2015 ACTUAL	FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 ACTUAL
Number of vendor payments completed	7,162	8,430	5,768	5,791	917
Number of checks as percent of total vendor payments	99.47%	98.70%	96.83%	95.65%	93.57%
Number of electronic payments as a percent of total vendor payments	0.53%	1.30%	3.17%	4.35%	6.43%
Number of funds managed	260	270	274	282	282
Investment Portfolio (Millions)	\$98	\$103	\$153	\$145	\$139
Interest Earned (Thousands)	\$428	\$644	\$694	\$1,787	\$326
Number of FEMA like PW's closed out	50	87	10	23	0
Number of FEMA Harvey PW's closed out				8	0
Number of bank accounts reconciled	27	27	30	31	32



UPCOMING PROJECTS

- Preparing FY 2018 Comprehensive Annual Financial Report.

MUNICIPAL COURT



LAST MONTH'S ACCOMPLISHMENTS

CATEGORY	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019 OCTOBER	FY 2019 NOVEMBER	FY 2019 YTD
Criminal Cases								
Tickets/Arrests Filed by GPD	15,750	14,624	14,735	11,008	11,168	1,335	850	2,185
Tickets/Arrests Filed by Other Agencies	6,397	5,583	6,155	5,008	5,138	371	414	785
Total Number of Tickets/Arrests Filed	22,147	20,207	20,890	16,016	16,306	1,706	1,264	2,970
Traffic					9,421	1,218	812	2,030
State Law					4,749	355	325	680
City Ordinance					1,408	89	107	196
Code Enforcement					729	44	20	64
\$ Value of Tickets/Arrests Filed	\$5,323,112	\$4,780,384	\$4,938,868	\$3,932,496	\$3,929,369	\$399,095	\$282,149	\$681,244
Number of Tickets/Arrests Disposed	11,249	17,189	18,168	14,502	13,277	1,211	995	2,206
Total Collected on Criminal Cases	\$2,694,407	\$2,190,415	\$2,363,788	\$1,748,341	\$1,967,857	\$188,403	\$150,299	\$336,692
Amount Kept by City					\$1,119,169	\$102,449	\$77,075	\$179,523
Special Funds					\$109,455	\$13,946	\$13,311	\$27,257
Remitted to State					\$498,991	\$52,205	\$45,965	\$98,170
Collection Fees					\$215,718	\$16,626	\$12,878	\$29,502
Omnibase					\$14,524	\$1,177	\$1,032	\$2,209
Civil Cases								
Number of Parking Tickets Filed	25,556	12,404	15,453	18,886	19,546	1,699	1,403	3,072
\$ Value of Parking Tickets Filed (includes late fees for past due tickets)	\$434,452	\$349,802	\$621,730	\$683,515	\$719,810	\$62,600	\$61,441	\$124,041
Number of Parking Tickets Paid	14,090	7,021	6,975	11,029	11,451	980	771	1,751
Total Collected for Parking Tickets	\$327,762	\$223,367	\$275,497	\$481,041	\$462,300	\$40,919	\$34,868	\$75,807
Housing Abatement Petitions Filed					25	0	1	1
Warrants Served								
Number of Warrants Served	12,501	13,233	12,916	11,085	9,421	751	604	1,355
\$ Value of Warrants Served	\$3,915,787	\$3,387,413	\$3,199,751	\$2,775,303	\$2,470,180	\$206,448	\$150,424	\$356,872
Number Warrants Satisfied on Non-Cash Basis	10,472	6,416	4,845	4,346	3,742	271	187	458
\$ Value Community Service/Jail Time Served	\$2,300,879	\$2,055,274	\$1,861,479	\$1,622,131	\$1,537,971	\$123,821	\$78,135	\$201,957
Number Warrants Paid*	2,029	6,558	2,344	2,819	0	0	0	0
\$ Amt Warrants Paid*	\$1,614,888	\$803,153	\$846,340	\$822,343	\$0	\$0	\$0	\$0
Court Dockets								
Pre-Trial (includes discovery hearings)					6,506	692	623	1,315
Bench Trial					100	3	5	8
Jury Trial					19	0	3	3
Code Enforcement					1,101	112	69	181
Housing Abatement					112	12	7	19
Bond					1,732	110	127	237
Show Cause (OSC/Deferred Disposition)					149	37	32	68
Minor in Possession/Alcohol Offenses					105	3	9	12
Juvenile					349	39	40	79
Special					1,801	183	137	320
Warrant					924	88	41	129
Walk-In					952	58	44	102
Late Notice					3,597	351	90	451
Compliance (Community Service/Pay Plans)					441	47	128	175
Jail					6,072	420	426	846
Parking					415	33	28	61
Total Cases on Criminal/Civil Dockets					24,376	2,198	1,809	4,007
Statistics								
\$ Value Tickets Issued	\$5,757,564	\$4,642,064	\$5,560,599	\$4,518,011	\$4,648,979	\$481,695	\$343,590	\$825,285
\$ Amt Tickets Paid	\$3,022,169	\$2,178,095	\$2,639,285	\$2,229,362	\$2,420,157	\$227,322	\$185,147	\$412,469
Percent \$ Amt Tickets Paid	53%	47%	48%	48%	52%	49%	54%	51%

FIRE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- 565 Emergency responses
- 101 Inspections
- Conducted Fire Prevention Open House at Fire Station 5



UPCOMING PROJECTS

- Completion of annual Fire Hydrant maintenance inspections
- Ball High/ABC 13 Food drive – Dec 14
- Incident Management training
- Leadership Training

EMERGENCY MANAGEMENT



LAST MONTH'S ACCOMPLISHMENTS

- Lone Star Rally EOC Partial Activation, Nov. 4
- NWS FloodWarn Training, Nov. 5
- Marathon Exercise, Nov. 6-8
- National Weather Service "StormReady Community" triennial recertification, Nov. 8
- Public Information Officer Exercise, Nov. 16
- Disaster Recovery meeting with Hokkaido (Japan) Building Technology Center, Nov. 16
- Incident Command System Training for City Staff
- Active Attack Integrated Response Team Planning



UPCOMING PROJECTS

- UTMB Active Attack Exercise, December 7th
- Incident Command System Training for City Staff
- Active Attack Integrated Response Team Planning



LAST MONTH'S ACCOMPLISHMENTS

- Mechanics worked on 438 vehicle work orders within the month and performed:
- General Repairs - 607
- Accident Repairs - 12
- Recall Repairs - 4
- PM's - 100
- Repairs from PM's - 69
- Road Calls - 65

Other Services

- Provided 54,312 gallons of fuel for city and outside organizations.
- Re-decating older fleet vehicles with newly designed decals.
- Provided follow up fleet support for the Port of Galveston, Galveston Parks Board and Galveston County repair shops.
- Moving forward with the repairs to the Galveston Trolley System.



UPCOMING PROJECTS

- Continue fleet services
- Continue with Trolley Car restoration.

GRANTS & HOUSING



LAST MONTH'S ACCOMPLISHMENTS

- 2017 Consolidated Annual Performance and Evaluation Report (CAPER) - Received HUD Annual End of Year Assessment Letter; HUD's assessment and evaluation of Galveston's CDBG and HOME Programs for the 2017 Program Year was positive and reflected the City's compliance with all applicable statutory program regulations and requirements, was appreciative of Galveston's prioritization to spend 100% of its CDBG funds for the benefit of LMI persons, met the program's stated goals and objectives and made noteworthy achievements in providing services to the City residents from the CDBG and HOME Programs, projects were carried out in a timely manner and funding was within the measurable limits; Fair Housing and Equal Opportunity office determined that the City's FY 2017 compliance with Fair Housing laws was acceptable; and HUD made the following determinations concerning the City's performance during the 2017 Program Year:
 - 1. "The City has carried out its program substantially as described in its Consolidated Plan submission";
 - 2. "The Consolidated Plan submission as implemented generally complies with the requirements of the Housing and Community Development Act and other applicable laws and regulations"; and
 - 3. "The local government has the continuing capacity to carry out the approved program in a timely manner."
- HUD congratulated Galveston on its accomplishments achieved during the past year
- 2019-2023 Consolidated Plan – planning for the preparation of the City's multi-year planning document to establish the priorities and goals for the housing and community development needs of the City to direct the CDBG and HOME Projects 1-year plans for this timeframe (HUD Regulatory Requirement)
- Financial review to ensure allowable and allocable expenditures and program standards for the CDBG and HOME activities (HUD Regulatory Requirement)
- Technical Assistance – provided assistance for 3 homeowners with housing information; 3 homeowners with warranty items; 1 senior citizen with discrimination issues; 10 phone inquiries for rental assistance; 5 homebuyers with homebuyer assistance program
- Staff performed construction progress inspections on a housing unit under the Housing Rehabilitation Program (HUD Regulatory Requirement)
- Staff conducted five (5) desk audits on CDBG funded City Departments Projects to ensure that the activities and expenditures are eligible, allowable, and conforming to the grant. Entered all project accomplishments into HUD's IDIS Reporting System
- Staff prepared and facilitated a release of lien document for previous participants in the City's Homebuyer Assistance Program (HAP); homeowner has met the five (5) period of affordability

GRANTS & HOUSING



UPCOMING PROJECTS

- 2019-2023 Consolidated Plan – planning, consultation, and public comment/meetings for the preparation of the City’s multi-year planning document to establish the priorities and goals for the housing and community development needs of the City to direct the CDBG and HOME Projects 1-year plans for this timeframe (HUD Regulatory Requirement)
- 2019 Action Plan – planning, consultation, and public comment/meetings for the proposed 2019 CDBG and HOME Program Year projects (HUD Regulatory Requirement)
- Financial review to ensure allowable and allocable expenditures and program standards for the CDBG and HOME expenditures and preparation for reimbursement draw from HUD (HUD Regulatory Requirement)
- Staff will conduct five (5) desk audits on CDBG funded City Departments Projects to ensure that the activities and expenditures are eligible, allowable, and conforming to the grant. Enter all project accomplishments into HUD’s IDIS Reporting System (HUD Regulatory Requirement)
- Staff will submit a Informal Request For Proposal (IRFP) to the Purchasing Department to solicit contractors for Lead Remediation to the City’s rental single family unit.
- Staff will continue to conduct construction progress inspections on a housing unit under the Housing Rehabilitation Program (HUD Regulatory Requirement)
- Financial review to ensure allowable and allocable expenditures and program standards for the CDBG and HOME expenditures and preparation for reimbursement draw from HUD (HUD Regulatory Requirement)
- Staff will be accepting applications for the City’s Homebuyer Assistance Program (HAP), which will assist with up to \$14,500.00 for downpayment and closing cost towards the purchase of a new home within the City of Galveston

HUMAN RESOURCES



LAST MONTH'S ACCOMPLISHMENTS

- Hosted a comprehensive Health Benefits Fair for all Employees at the City's McGuire-Dent Recreation Center on November 2nd
- Continued engagement with all employees for the 2019 Annual Enrollment for Benefits including use of the new online solution through Boon-Chapman
- Hosted Health Benefits Plan Board Meeting on November 28th
- Coordinated the City's participation in the ABC13 38th Annual "Share Your Holidays" Food Drive benefiting the Houston and Galveston County Food Banks
- Hosted site visit for Nationwide Insurance to provide assistance to Employees with additional retirement plan options
- Planned and prepared for the annual Employee Holiday Celebration
- Held two (2) New Hire Orientations
- Hired ten (10) New Employees – 2 Meter Service Technicians (Finance); 1 Laborer (Public Works); 7 Non-Sworn Cadets (Police)
- Reviewed and Processed 685 Employment Applications
- Held meetings to develop the new Electronic Onboarding Process through Laserfiche
- Participated and presented at Galveston University Fall 2018



UPCOMING PROJECTS

- Continued preparations for the annual Employee Holiday Celebration on Dec. 5
- New Hire Orientation (at least 4)
- Host Health Benefits Plan Board Meetings
- Host site visit for Nationwide Insurance to provide assistance to Employees with additional retirement plan options
- Galveston Career Connect Monthly Leadership Team Meetings
- Host and Present Galveston College Leadership Course 1 "Understanding the HR Function: Managing Human Assets" on January 10th ; and Course 2 "Public Administration: Municipal Regulations" on January 31st and February 1st
- Partner with other City Staff for the City's 2019 Federal Transit Administration Triennial Review
- Work with Public Sector Personnel Consultants on the update to the joint classification and compensation study.
- Initiation of the employee engagement survey

Information Technology



LAST MONTH'S ACCOMPLISHMENTS

Received and Closed 292 Support Service Tickets:

- 78 - User Management Request
- 29 - Password Resets
- 49 - Permission Changes (Add/Modify/Remove)
- 17 - Hardware Management Service Request
- 9 - Install/Replace Desktops/Printers/Monitors
- 8 - New/Replacement Mobile Phone
- 28 - Enterprise Application Software System Requests
- 16 - Financial System
- 8 - OSSI RMS/CAD System
- 4 - Utility Billing System
- 65 - Issue/Incident Tickets
- 28 - Hardware Issues
- 3 - Network Access Issues
- 34 - Software Access/Error Issues
- 11 - Custom Report Requests
- 8 - Finance Software Solution
- 1 - Utility Billing Software Solution
- 1 - Firehouse Software Solution
- 1 - Incode Software Solution
- 3 - Public Information Requests
- 80 - Other Service Request Types
- Hosted the City of Galveston Inaugural GIS Day
- The team has created/updated multiple datasets and maps for Public Works divisions and Planning & Development. In addition, items include maps for FEMA disaster mitigation, and maps/datasets of walking trails for Community Outreach & PIO.

Information Technology



LAST MONTH'S ACCOMPLISHMENTS

- Upgraded the Banner Test Environment to the latest Human Resources release in preparation of the annual regulatory release
- Completed Finance System year end processing encumbrance roll to FY19.
- Placed Electronic Design Review into projects and support day-to-day implementation
- Initiated a comprehensive review of AT&T Service



UPCOMING PROJECTS

- Prepare documentation to list surplus equipment for auction
- Continued development of the City's GIS Training Program, map layout templates, Enterprise upgrade process, and application roll out planning. These are foundational elements to kick off 2019. Beginning in 2019, we will train staff on GIS programs and roll out the new EA licensing systematically.
- Continued collaboration with IT & Development Services on the Public Notice Application
- Annual geodatabase maintenance of 394 feature classes, 20 tables, 15 aeriels, and 89 domains.
- Complete testing of the Human Resources system upgrade
- Upgrade the VMWare from 6.0 to 6.7 and apply latest firmware upgrade to Banner servers

ISLAND TRANSIT



LAST MONTH'S ACCOMPLISHMENTS

- Trolley Ridership was 6,743
- Serviced patrons during the Bike Rally Weekend. Including 461 riders via Charter service requested by Lone Star Rally
- Received invoice to release the retainage for Sea-wall Improvements Project.
- Started FY18 Close out procedures to prepare for CAFR



UPCOMING PROJECTS

- Continues to move riders from Dial-A-Ride service to the Harris County RIDES Program. The City had 1,987 in September @ a cost of \$15.77/trip. Previously the in-house delivery of Dial-A-Ride services exceeded \$23.00 per trip.
- NTD Reporting will be due by Jan 31, this report is a key to Island Transit's Operating grant from FTA. This grant is used to run the fixed route, and Demand response systems.
- Will assist patrons visiting for Dickens on the Strand.



PARKS & RECREATION

PARKS & MAINTENANCE



LAST MONTH'S ACCOMPLISHMENTS

- Completed repairs of Lassie League batting cage
- Began trimming palms down Broadway
- Mowed and maintained all Parks, Roadway and Cemeteries
- Began painting of McGuire-Dent
- Repaired all lighting inside Wright Cuney Rec Center
- Began adding dirt to Lassie League ballfields



UPCOMING PROJECTS

- Complete remodel of Schreiber Park restroom
- Install 36 x 40 shade structure at Lindale park
- Continue construction of Crockett Park
- Complete painting of McGuire-Dent rec center
- Install Palms on 25th to replace dead ones
- Install 2 oak trees on Broadway
- Assist in Dog Course Eagle scout project at Lindale Park
- Continue to mow and maintain all Parks, Roadways and Cemeteries

RECREATION & ADMIN



LAST MONTH'S ACCOMPLISHMENTS

- Adult Programing, Exercise Classes, Futsal, Latin Dance, Adult tennis leagues, Pickleball, Badminton
- Community Meeting including The Galveston Ukulele Society
- Community Outreach including Support Groups and working with the Gulf Coast Center
- Workout and Exercise equipment at both Wright Cuney and McGuire Dent
- Adult attendance totals Wright Cuney 754, McGuire Dent 5,126
- Youth Programming Continued with After School Program at both Wright Cuney and McGuire Dent, including homework help, arts and crafts, guitar, karate, and open gym and game room , along with computer lab, and tennis
- Adaptive tennis program for adults and children with disabilities
- Homeschool programs at both centers including Physical Education, arts and crafts, and guitar
- Youth attendance totals Wright Cuney 1,615, McGuire Dent 1,362



UPCOMING PROJECTS

- Continue Adult and Youth programming at both Centers along with community outreach events, and meetings
- McGuire Dent will receive new cardio equipment December 11
- In the process of reviewing proposals for new gym floor at McGuire Dent
- Continue adaptive tennis program for adults and children with disabilities
- New health incentive program Get Fit and Lean in 2018 (Call the recreation center for rules and details)
- Christmas parties at both centers for the youth
- Staff will attend the Texas Recreation & Park Society Workshop in January in Conroe, TX

AQUATICS



LAST MONTH'S ACCOMPLISHMENTS

- Began training for membership software – Civic Rec
- Assisted HR with Benefits Fair
- Annual Health Inspection by Galveston County Health Department – Passed with flying colors.
- Began hosting GPD training academy every Wednesday.
- Stored all deck equipment for Winter.
- Began treating and power washing pool deck.



UPCOMING PROJECTS

- Teach CPR & First Aid to both Recreation Center's staff.
- Complete facility power washing, begin parking lot.
- Begin cleaning, power washing and re-waxing play structure and slides.
- Assistant Aquatics Manager and Senior Guard will attend Certified Pool Operator course.
- Attend Texas Public Pool Council Annual Meeting

SPECIAL EVENTS



LAST MONTH'S ACCOMPLISHMENTS

- Lone Star Rally (11/1 – 11/4)
- Run to the Well 5K (11/10)
- Galveston Island Market (11/17)
- Dickens on the Strand (11/30 – 12/2)



UPCOMING PROJECTS

- Our Lady of Guadalupe Procession (12/8)
- City of Galveston / GMPA Holiday Parade (12/8)
- Galveston Island Market (12/15)
- Santa Hustle Half Marathon & 5K (12/16)

PLANNING & DEVELOPMENT



LAST MONTH'S ACCOMPLISHMENTS

- Hosted seven pre-development meetings
- Catherine and Dustin presented at the GIS Day
- Coastal Resources Team attended the American Shores and Beaches Preservation Association annual conference
- Continued to staff the Beach and Dune Ad Hoc Committee

Landmark Commission

- 18LC-065 (2410 Strand / Ave B) Request for a Certificate of Appropriateness for alterations to the structure including the addition of a nameplate sign.
- 18LC-066 (2828 Market/Avenue D) Request for a Certificate of Appropriateness for alterations to the structure including demolition of the north, east, and west walls and stabilization of the south façade.
- 18LC-067 (1322 Rosenberg / 25th Street) Request for a Certificate of Appropriateness in order to modify the front door, and modify front and rear window configurations.
- 18LC-068 (2104 Strand/ Avenue B) Request for a recommendation regarding a Specific Use Permit in order to retain the telecommunication equipment that was installed on the roof of the structure.
- 18LC-069 (2128 Avenue N) Request for a Certificate

of Appropriateness in order to elevate a residential structure and change the front staircase configuration.

- 18LC-070 (722 16th Street) The applicant is requesting a Certificate of Appropriateness in order to redesign the previously approved rear second floor landing and stairs.
- 18LC-071 (2504 Avenue O) Request for a Certificate of Appropriateness for alterations to the structure including the replacement of roofing material.
- 18LC-072 (2424 Avenue L) Request for a Certificate of Appropriateness for alterations to the structure including the removal of the existing front door, transom and side lights in order to restore the wood double front doors and transom.

Planning Commission

- 18P-056 (2104 Strand/ Avenue B) Request for a Specific Use Permit in order to retain the telecommunication equipment that has been installed on the roof of the structure.
- 18P-057 (17516 San Luis Pass Road/FM 3005 and Adjacent Vacant Tract) Request for a change of zoning from Residential-Single Family (R-1) to Commercial (C).

- 18ZA-006 Request for a text amendment to the Galveston Land Development Regulations, Table 2.201 Permitted Uses – Commercial Uses to reclassify “Medical Office/Clinic/Lab” as permitted by right in Residential, Single-Family (R-3) zoning.

in order to construct a multifamily dwelling and driveway.



UPCOMING PROJECTS

Planning Administration

- 18PA-066 (8011 Harborside Drive) Request to replat two lots into one.
- 18PA-067 (3433 Cove View) Type A zoning letter.
- 18PA-068 (102 Strand) Type A zoning letter.

- Continued to staff the Beach and Dune Ad Hoc Committee
- Year End Reports for the Landmark Commission, Planning Commission, and Zoning Board of Adjustment

Beachfront Permits

- 18BF-105 (22125 Cantina Dr.) Request for a Beachfront Construction Certificate/Dune Protection Permit in order to construct a single-family home and driveway.
- 18BF-106 (3835 Conch) Request for a Beachfront Construction Certificate/Dune Protection Permit in order to construct a single-family home, driveway and perimeter fence.
- 18BF-107 (12809 John Reynolds Circle) Request for a Beachfront Construction Certificate/Dune Protection Permit in order to replace pilings.
- 18BF-108 (18 Grand Beach) Request for a Beachfront Construction Certificate/Dune Protection Permit in order to construct a single-family home and driveway.
- 18BF-109 (3818 Wentletrap) Request for a Beachfront Construction Certificate/Dune Protection Permit in order to construct a single-family home and driveway.
- 18BF-110 (2502, 2506, 2510, 2514, 2518 Sunset Passage) Request for a Beachfront Construction Certificate/Dune Protection Permit

POLICE DEPARTMENT



LAST MONTH'S ACCOMPLISHMENTS

- November 1st – 4th : Lone Star Rally: Successfully provided security for LSR and over half a million attendees; 15 arrests in the event area over the four days; Two fatality accidents involving motorcycles on the island
- November 7: Kicked off the “Blue Beard” Fund-raiser to raise money for Shriner’s Children’s Hospital and Ronald McDonald House Galveston
- November 7: Participated in the Chamber of Commerce Public Safety Breakfast
- Presented the Civilian Response to Active Shooter Curriculum
- November 15th : Participated in Trinity’s Law Enforcement Day
- November 16th : Blue Santa Kickoff Fundraiser
- Raised over \$10,000 for Blue Santa efforts
- Commenced the 79th In-House Academy with 7 new cadets

Stats for October:

- Calls for Service: 4,742
- Arrests: 351
- Citations: 850



UPCOMING PROJECTS

- December 1st & 2nd : Dickens on the Strand
- December 6th : 56th Citizens Police Academy Graduation: Class of 18 citizens
- December 14th : Graduating 12 cadets from the state certification academy and starting them on their field training program

PUBLIC INFORMATION OFFICE



LAST MONTH'S ACCOMPLISHMENTS

- Informed the public about City events, outreach & campaigns via social media, press releases and videos
- Responded to numerous media requests and department requests for outreach
- Continued Galveston University and hosted graduation ceremony
- Galveston University class recognized during City Council
- Launched new website and continued making improvements to website for improved transparency
- Provided public information for Lone Star Rally event focusing on safety tips and Island Transit schedule
- Planning and ordering for employee holiday luncheon
- Attended numerous public and organization meetings as city representative
- Barbara Sanderson recognized for Deep Roots Award in annual Arbor Day ceremony
- Provide public information throughout water restrictions
- Compiled and wrote City Manager's Report and Letter from the Manager

Statistics for November: On Facebook, we gained 242 new followers, reached more than 53,000 people, had more than 33,600 video views and engaged with people more than 25,700 times. We published 89 posts on Facebook during November.

Press releases: All press releases can be found on our website galvestontx.gov under News Flash:
Lone Star Rally Rolling Into Town This Week | NASA Beginning Flight Testing | City of Galveston to Offer Online Permitting and New Services | City of Galveston Celebrates Inaugural GIS Day | City Will Be Closed for Veterans Day | City of Galveston Water Restriction Postponed | City Under Stage 5 Water Restrictions | Six Firefighters Headed to California | Gulf Coast Water Line Update | City Launches New Website | Dickens Returns | Old Municipal Incinerator Demolition Process Begins | Permit for Seawolf Park Wastewater Under Review



UPCOMING PROJECTS

- Holiday Party
- Continue providing public information
- Walking trail sign design

LAST MONTH'S VIDEOS

Employee spotlight

- Cynthia Diaz <https://www.youtube.com/watch?v=yDSeAx64h9A>
- Barbara Sanderson <https://www.youtube.com/watch?v=PShOA988YRk>

Pets of the Week

- Hutch and Sweet Pea <https://www.youtube.com/watch?v=xZvcBwYJIFc>
- Itchy and Miracle <https://www.youtube.com/watch?v=Q9iMB0WCneU>
- Shellie and Lainie <https://www.youtube.com/watch?v=pv1fisvgfl4>

Waves of Information

- November 5 <https://www.youtube.com/watch?v=f-492eYdwHM>
- November 19 <https://www.youtube.com/watch?v=N-NlrfveJPTU>

Featured videos

- No Shave November <https://www.youtube.com/watch?v=4MCbSrLTU30>
- Fire Station timelapse update <https://www.youtube.com/watch?v=GReSvbXuPPE>
- Broadway Christmas Tree <https://www.youtube.com/watch?v=RB7FNche9T4>
- We're Thankful <https://www.youtube.com/watch?v=RAxviJ9uZZM>
- Accela, New Permitting System https://www.youtube.com/watch?v=_0co83yi_7c





PUBLIC WORKS

RECYCLING



LAST MONTH'S ACCOMPLISHMENTS

- Recycling completed 186 out of 186 work orders: 80 Commercial Pickups; 87 Residential Pickups; and 19 School Pickups
- Recycling also received 12,806 vehicles, with a daily average of 427 at the Center.
- Distributed free mulch to 163 residents



VIEW REPORTS

[Click here to view reports](#)

MUNICIPAL UTILITIES



LAST MONTH'S ACCOMPLISHMENTS

- Work was completed on the removal of the 24 inch water located adjacent to the Old 30th Street Pump Station.
- Worked on the replacement of the sanitary sewer system in the Broadway to Avenue K alley located between 46th Street to 47th Street.
- Work was completed on the replacement of an 8 inch sanitary sewer line on 53rd Street between Church Street and Winnie Street.
- Work was completed on the removal of an abandoned effluent line from the Pirates Beach Wastewater Treatment Plant.
- Work started on the replacement of the 6 inch waterline on Park Street east of 67th Street.



UPCOMING PROJECTS

- December 15th from 10am to 2pm we will have our semi-annual Shred Day Event.
- Continue to move forward on the Recycle Buildings progress.
- Continue to beautify the Recycle Center.



UPCOMING PROJECTS

- Work will continue on the replacement of the sanitary sewer system in the Broadway to Avenue K alley located between 46th Street to 47th Street.
- Work will commence on the replacement of the sanitary sewer system in the 42nd to 44th Street (Postoffice/Church Street) alley.
- Work will continue on the replacement of the 6 inch waterline on Park Street east of 67th Street



VIEW REPORTS

[Click here to view reports](#)

[Click here to read compliments](#)

SANITATION



LAST MONTH'S ACCOMPLISHMENTS

- Sanitation completed 466 out of 478 work orders.
- Sanitation made 459 trips to the Transfer Station depositing 2,473.74 tons (4,947,480 lbs) of trash – averaging 5.39 tons per trip.



UPCOMING PROJECTS

- Provided Sanitation Services for Dickens on the Strand – depositing 13.77 tons of trash from event



VIEW REPORTS

[Click here to view reports](#)

STREETS & DRAINAGE



LAST MONTH'S ACCOMPLISHMENTS

- Culvert Installation Program installed 21 sets of culverts.
- Drainage Ditch Maintenance Program Cut 195,400 feet of ditches.
- Storm Sewer Main and Culvert Cleaning Program cleaned 103 inlets, and cleared over 10,000 feet of storm sewer main.
- Gutter Pan Cleaning Program cleared an estimated 123,200 feet of gutters.
- Cave in crew fixed 10 Street cave-ins



UPCOMING PROJECTS

SCHOLES AIRPORT



LAST MONTH'S ACCOMPLISHMENTS

- The Airport 2018 Pavement project kicked off with a pre-construction meeting with RAC Industries, Garver USA and various sub-contractors on November 14th. This project includes rehabilitating Runway 14/32, all five taxiways and Phase 3 & 4 of the North Hangar Ramp.
- The Airport Advisory Committee met on November 13th to discuss ongoing, airport projects and to receive various updates on airport-related projects.
- The Minimum Standards Update Committee met on November 13th to continue working on updating the current Minimum Standards. The Committee is currently working on updating the Fixed Based Operator (FBO) section of the standards

SCHOLES AIRPORT



UPCOMING PROJECTS

- On December 10th, RAC Industries is scheduled to begin the \$5.18 million pavement rehabilitation work on airfield pavement. Work is scheduled to take approximately 300 days to complete.
- On December 13th, we will be seeking Council approval to assign the existing Lone Star Flight Museum ground lease agreement to 6702 Broadway, Ltd. and then approve a new ground lease agreement with 6702 Broadway, Ltd.
- Airport staff will began working on making interior repairs, such as installing new sheetrock and painting the offices and stairwell at the Air Traffic Control Tower.
- We anticipate bidding exterior repairs to the Air Traffic Control Tower, which will include cab roof repairs, installing new tilt wall joint seals, installing three-sided, stainless-steel hoods over all exterior HVAC units and the elevator shaft vent, replacing existing cab window-frames with stainless steel frames and replacing the existing safety railing with new stainless-steel safety railing



VIEW REPORTS

- [Click here to view report](#)
- [Click here to view fuel report](#)